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ABSTRACT

An Adult Basic Education curriculum utilizing community resources to help second language learners cope in real life situations is described. Curriculum topics lasting two to four weeks are studied through the use of speakers, films, real-life materials and field trips. Individual lessons cover: (1) community services, (2) consumer education, (3) cultural awareness, (4) employment, (5) family life, (6) government/citizenship, (7) law, (8) health, and (9) recreation. Life skills, vocabulary, and grammar are taught at each level through role playing, dialogues, conversations, and other oral, reading, and writing activities. An extensive list of possible speakers, trips, films, real-life materials, suggested classroom activities, textbooks, and other resources is included for each topic. (PMJ)

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California Association - Teachers of English to Speakers of Other Languages

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LIFE SITUATIONS: Incorporating Community Resources Into the Adult ESL Curriculum

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The adult English as a Second Language student wants to function comfortably and effectively in his everyday life. As he struggles to cope, he appreciates having his English studies relate to his immediate environment and the problems and situations he encounters. These situations can serve as a vehicle for learning the structure, vocabulary, and pronunciation of English. By making use of community resources and related classroom strategies, the teacher of adult ESL students can make the curriculum a vital and relevant one, focusing on real situations encountered by his students in their everyday lives.

A curriculum has been designed at our Adult Basic Education Center which divides the school year into topical units of two to four weeks duration. During the period of time designated for each topic, the community is brought into the classroom through the use of speakers, films, and real-life materials and objects, and students go out into the community on field trips and class assignments. Classroom materials (teacher-made, district-produced, or commercial) are also chosen to tie in with the content. Life skills, vocabulary, and grammatical structures appropriate to each class's level of ability are taught through the use of various strategies: role playing, dialogues, conversations, discussions, and other oral, reading, and writing activities.

This program was initiated four years ago as the curriculum in my intermediate ESL class, although other classes participated in some of the field trips and speaker presentations. It is now the curriculum plan for all five ESL levels as the first of three class periods at our day center. Although there are some common experiences (some of the field trips and speakers), each instructor approaches the scheduled topic as best suits his/her own teaching style and interests, and his/her students' needs, interests, and ability level. Because all of the ESL teachers work on the same general topic at the same time, there is much sharing of ideas and materials. There is also communication with the instructor of the next class of the day who teaches a more traditional grammar-oriented class to the same ESL level. In this way, an attempt is made for there to be continuity and reinforcement of structure between these classes.

The "Life Situations" curriculum is continually evolving as new ideas are incorporated and different teachers work with it. Students and

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A presentation based on this paper was made at the CATESOL State Conference, San Francisco, March, 1978.

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teachers report that they are benefiting from this approach which helps students achieve functional competence while they learn English.

For those ESL teachers interested in setting up a Life Situations Program of their own, we've compiled an extensive list of possible speakers, trips, films, materials, and suggested classroom activities. The list is organized under the following headings: Community Services, Consumer Education, Cultural Awareness, Employment, Family Life, Government/Citizenship/Law, Health, and Recreation.

COMMUNITY SERVICES

Real-Life materials/transparencies:

Post Office forms; telephone directory pages of zip code maps.
Bank forms, statements, checks, traveler's checks.
Telephone directory pages of emergency telephone numbers; emergency number stickers for the telephone; telephone bill.
Telegram blank.
Driver's license application, test, change of address form.
Traffic signs (from AAA); parking/traffic citations; bus, train, airline schedules; bus maps from local bus company; road maps (from oil company, local Chamber of Commerce).
School (elementary, secondary, adult) enrollment forms; school report card; announcement of school activity.
Library card applications.

Brochures: Police Dept. (home protection, self-defense, drugs, etc.); Fire Dept. (fire prevention); automobile club and National Safety Council (traffic safety); state Dept. of Motor Vehicles (vehicle code booklet to prepare for driver's test;) library; city Building and Safety Dept. (earthquake safety); adult school schedule of classes; city councilman, state assemblyman booklets on local agencies and services.

Audio-Visual: Recorded tapes of telephone conversations (tell them ahead it's a simulation) with police and fire departments, telephone operator, directory assistance, Western Union; calling for bus, train, airline schedule information, for a taxi; taped conversations in the community; at the post office, bank, with child's teacher, etc; taped telephone recordings of weather, time, number disconnected, etc. Teletrainers--actual telephones with a control unit (on loan from telephone company)/ free films.*

Speakers: Police officer (home protection or self-defense, with film and demonstration); fireman (with film on fire safety and exit procedures); paramedics with demonstration of life-saving equipment and techniques; from AAA and National Safety Council with films on traffic safety; library aide; elementary, secondary and/or adult school principal; telephone company with film on use of telephone; city councilman on community services; United Way representative.

*See bibliography

Trips: Fire station; police department; post office; bank (before 10 a.m.); library; telephone company; local elementary school; airport tour.

Subjects for discussion, dialogue, role-playing, and other activities:

At the post office: sending, insuring, and picking up packages; buying stamps, airletters, money orders; correctly addressing letters, etc.

At the bank: opening a savings/checking account; deposit/withdrawal; traveler's checks, safe deposit boxes, etc.

Emergency services: the role of police--home and self-protection; fire prevention; reporting a fire, a prowler, a break-in, an auto accident, calling the paramedics, etc; what to do in case of a fire, eaethquake, break-in, rape attempt, while waiting for paramedics, etc; attitudes toward police, experiences.

Telephone: emergency calls; long distance calls; directory assistance; wrong number; out of order; telegrams; taking messages; weather report; using the telephone directory; social and business calls.

Transportation: car, taxi, bus, train, airline; schedules; map reading activities; locating local services; geography of local areas; traffic safety; dangers of hitchhiking; obtaining a driver's license; at the gas station, garage; asking directions.

Education: Registering child/self in school; conference with child's teacher, counselor, principal, nurse; participation in child's school activities; report cards; education in U.S. compared to education in other countries; levels and types of education; special education; private schools; new approaches to education; admission requirements to colleges and universities.

Library: Card application, Dewey Decimal System; overdue books; reserving books; foreign language books; using children's books.

Philanthropic organizations: becoming involved in volunteer activities; charities; charity drives; animal protection agencies.

CONSUMER EDUCATION

Real-life materials transparencies:

Store and other newspaper display ads.
Classroom set of department store sale catalogues, Blue Chip catalogues, restaurant menus.
Actual food and drug items.
Labels from packaged food, drugstore items.
Kitchen utensils, table settings.
Coins, currency ("play" and real); cash register tape.
Measuring tape, metric/yard stick, scales, measuring cups, spoons.
Product warranties.
Charge account agreement, credit questionnaires, charge bills.
Classified ads for housing, lease agreement, utility bills.

Student/teacher collected billboard slogans.
Telephone page listings of consumer complaint and protection agencies; yellow pages display ads.

Brochures:

City Dept. of Water and Power (conservation); state and county Dept. of Consumer Affairs; Better Business Bureau; City Housing Authority; Federal Trade Commission*; U.S. Food and Drug Administration*; Consumer Information Center*.

Articles:

Newspaper, magazine articles by consumer specialists; question and answer column on consumer problems.

Audio-visual:

Magazine and commercial pictures of food, clothing, furniture, etc.
Slides of billboard ads.
Taped recordings of radio and TV commercials.
Taped conversation with store clerk, auto salesman.
Taped ordering at a restaurant.
Taped recordings of telephone conversation with department store, garage, realtor, etc.
Free loan films*.

Speakers:

Lawyer on Consumer Law (through Lawyers' Wives organization).
From AAA on auto insurance.
From state or county Office of Consumer Affairs (on consumer complaints and protection).
Radio or TV or newspaper consumer specialist.
From city Dept. of Water and Power with film on energy conservation.

Trips:

Restaurant; neighborhood stores; food processing plant; auto assembly plant; to taping of TV show "Consumer Buyline."

Subjects for discussion, dialogue, roleplaying, and other activities:

Consumer protection, consumer rights, consumer fraud, consumer rip-offs, consumer complaints.
Advertising techniques--billboards, TV/radio commercials, newspaper.
Agencies which can help with consumer problems.
Comparison shoppings; price, quality, economy.
Budgeting and financial record-keeping.
At the store--the clerk, the cashier, the merchandise; sales tax.
Counting and converting coins and currency; metric system; weights and measures.
Using catalogues, consumer guides, coupons.

*See bibliography

Shopping sales, discount stores, feal markets, garage sales.
Purchase and care of clothing, appliances, furniture, etc.
Consumer contracts, credit, credit cards, installment buying, credit unions.
Filling out and understanding warranties.
At the dry cleaners, laundromat, beauty shop, barber shop, etc.
Label information--ingredients, directions, warnings.
Nutrition, recipes, shopping lists, money-saving ideas, menu planning.
Making reservations at and ordering food in a restaurant; coffee shops; fast-order chains; take-out foods.
Buying, licensing, insuring, maintaining a new or used card.
Energy and resource conservation; alternate sources of energy.
Insurance--health, car, fire, theft, life, etc.
Housing want ads; calling a realtor, manager; viewing house or apartment; filling out rental application; renting, buying and financing a home; paying rent, mortgage.
Arranging for a moving van.
Housing needs--utilities, maintenance, remodeling; asking landlord or manager for repairs, improvements.
Borrowing money.
Do-it-yourself activities: sewing, home repairs, improvements, gardening.

CULTURAL AWARENESS

Real-life materials:

Objects and symbols used in celebration of various holidays.
Wearing of national dress.
Food of various cultures.
World map.

Audio-visual:

Student/teacher slides or home movies of various countries lived in or visited; nationality pictures.
Free loan films* of various countries, cultures, on rights of minorities; pictures of same.
Records, tapes of music of different cultures.

Special activities:

Compiling a collection of recipes by students and staff in an international cookbook.
Compiling a book of students' compositions telling about their cultures, countries, comparisons to U.S.
Celebration of such holidays as El Cinco de Mayo, Japanese Boys Day, Israeli Independence Day with food and entertainment provided by students of those nationalities.
Japanese Tea Ceremony performed by students.

Speaker:

Advanced ESL student interviewed by his own or other classes; minority member on rights, problems.

*See bibliography

Trips:

Visits to ethnic neighborhoods (Chinatorn, Little Tokyo, Olvera Street), restaurants.
Art museum for special cultural exhibits (King Tut, Pan-Asian, etc.)
Missions and other places of historical interest.

Subjects for discussion, dialogue, roleplaying, and other activities:

Names of countries, continents, languages, nationalities, religions.
Multi-cultural and multi-racial composition of U.S.
Comparisons of dress, food, customs, government, values, etc.
Holidays of various countries, traditions, symbols.
How students felt about leaving their countries; problems of adjustment to life in the U.S.
Contributions of different cultures to American life.
The black, Hispanic, and Asian minorities in the U.S. - problems, rights, gains made.
Agencies protecting rights of minorities.
Religious groups, customs, holidays, prejudice.

EMPLOYMENT

Real-life materials/transparencies:

Classified ads.
Employment application forms.
E.D.D. (state Employment Development Department) pamphlets on seeking jobs, the interview, occupations.
E.D.D. job listings as posted at the agency; forms used.
Yellow pages of employment agencies.
Unemployment insurance claims.
Union applications.
Payroll check and stub; W-2 form.
Government publications.*

Audio-Visual:

Teacher-recorded tapes of mock job interview; interviews with members of various occupations.
Occupation pictures (magazine, school district, commercial*).
Free loan films*.
Multi-media kit from E.D.D.*

Speakers:

E.D.D. counselor.
Occupational center counselor with slides of center offerings.
Telephone company on career opportunities.
Representatives of various occupations.

*See bibliography

Trips:

Occupational center; newspaper plant; auto assembly plant; local businesses; factories.

Subjects for discussion, dialogue, roleplaying, and other activities:

Occupational categories, desired personal characteristics, required education and experience.
Students' past, present, future occupations.
Career decisions; vocational counseling and testing; occupational planning; vocational training; academic preparation.
Job opportunities: want ads, bulletin board announcements, newspaper stories, personal referrals, job placement agencies, employer's personnel office, state employment agency (E.D.D.).
At E.D.D.: procedures, job listings, filling out forms.
Applying for a job: letter of application, application forms, the job interview, writing a resume, portfolio preparation.
Behavior on the job, job satisfaction, working conditions, interpersonal relations, upgrading skills, getting promotions, changing jobs.
Big industries, factories, assembly line, large businesses, small businesses, self-employment.
Paycheck, deductions, benefits, taxes.
Unemployment insurance benefits, claim forms, procedures at E.D.D., value of productive work.
Labor unions, collective bargaining, strikes, etc.
Trends in employment: equal employment opportunity, automation, shorter work week, etc.
Women in the work force: changes in family patterns; home/work responsibilities, conflicts.
Retirement, planning ahead, pensions, adjustments.
Volunteer work for charities, schools, other organizations.

FAMILY LIFE

Real-life materials/ transparencies:

Wedding invitations; birth announcements.
Dear Abby columns; newspaper and magazine articles on the family.
Birthday party invitations, birthday and anniversary cards.
Contraceptives. (Brought by Family Planning Clinic.)

Audio-visual:

Family pictures (magazine or commercial*).
Free loan films*.

Speakers:

Psychologist or social worker from child guidance clinic or mental health clinic.
Parent education specialist from school district.

*See bibliography

Gerontology specialist from school district or senior citizens organization.
From Family Planning Clinic with film and methods of contraception.
School nurse.

Trips:

Tour of local civic center with emphasis on family law, family crises (through Constitutional Rights Foundation).
Child care center; local elementary school; senior citizens center.
Park picnic with families of students and staff; nature hike with families.

Subjects for discussion, dialogue, role playing, and other activities:

Family members; family tree; students tell about their families, show family pictures.
Roles, relationships, responsibilities of family members; stages of life; role changes over the years.
Effects of heredity and environment on growth and development.
Family planning, birth control, overpopulation.
Understanding human reproduction, sexual expression, sexual problems.
Answering children's questions about sex and human reproduction.
Responsibilities of parenthood.
Child care resources: babysitting, day care, pre-school, after school, day camps.
Leaving a note for the babysitter; leaving emergency information with day care centers or schools.
Neighborhoud problems, peer pressures.
Home/school cooperation: attendance at school functions; effects of home conditions on child's school experience (and visa versa); meeting with child's teacher, principal; writing absence note for child.
Family problems and crises: loss of job, moving, child abuse, illness, handicaps, drug abuse, alcoholism, mental illness, death and dying.
Interpersonal relationships: parent-child, child-child, spouse communication, conflict; family counseling, separation, divorce.
Changing family patterns: intermarriage, women's lib, abortion, communal living, non-married relationships, scattered extended family, breakdown of family.
Problems of single-parent families.
Gerontology: senior citizen concerns, activities, facilities; problems of aged family members.
Community resources that can help with family needs, problems, crises: mental health clinics, therapists, religious counselors.
Budgeting family finance; delegating household reponsibilities.
Planning leisure-time activities.
Writing a social letter to a family member.
Birthdays, weddings, funerals.
Comparisons of family life, child-rearing practices in U.S. with other cultures, countries.

GOVERNMENT/CITIZENSHIP/LAW

Real-life materials/transparencies:

Social security card applications.

Parking/traffic citations.
Voter registration form; sample ballot; petitions.
Pertinent newspaper and magazine articles; letters to the editor.
Classroom sets of recent newspapers (past editions available from newspaper distributor).
News magazines.
Telephone directory pages of government offices.
Tax forms (W-2, 1040); tax booklet.
Birth certificate.
Alien registration forms.
Welfare forms.
Portions of the Constitution, Bill of Rights.
Booklets from U.S. Government Printing Office.*

Audio-visual:

Tape recordings of radio-TV broadcasts: news, commentary, speeches, presidential and other news conferences, election returns.
Free loan films.*

Speakers:

Local city, state legislator.
Lawyer, through Lawyers' Wives organization or Constitutional Rights Foundation.
Legal Aid Society; Neighborhood Legal Services.
Immigration Service; immigration aid organizations (One-Stop Immigration Service, International Institute).
League of Women Voters.
CPA or from IRS to explain tax forms.

Trips:

City Hall tour with visit to City Council chamgers.
Tour of civic center (police dept., city attorney's office, courtroom, trial in session) through Constitutional Rights Foundation.
Lawyers' Wives.

Subjects for discussion, dialogues, roleplaying, and other activities:

Structure and function of federal, state, and local government.
Understanding the Constitution, Bill of Rights and other amendments.
Government and citizen action agencies and how they help; understanding government agency abbreviations.
Rights and responsibilities of citizens and non-citizens; alien protection agencies.
Social security application; understanding benefits.
Immigration problems; alien registration form.
Requirements of obtaining citizenship.
Courtroom procedures and jury responsibilities.
Legal services; small claims court; traffic citations.
Applying for public assistance.
U.S. tax system--federal, state, local; filing tax forms--W-2, 1040; tax services.

*See bibliography

Politics--two-party system, political campaigns.
Elections, voter registration, voting, the ballot.
Names of elected officials.
Voicing opinions, writing letter to legislator, newspaper.
Pressure groups, lobbyists.
Media: TV and radio news and commentary; magazine and newspaper articles; fact vs. propaganda.
Current issues; international politics and forms of government.
U.S. economic system.
Environmental problems and solutions.
Major historical events in U.S. and California history.

HEALTH

Real-life materials/transparencies:

Hospital admittance forms.
Medical history forms.
Doctor's office forms.
Doctor and hospital bills.
Yellow pages of physician and surgeon listings.
Medicine chest items.
Labels on prescription and non-prescription drugs.

Brochures:

Heart Association; Cancer Society.
National Dairy Council* (on good nutrition).
U.S. Government Printing Office.*
Life Insurance companies (Metropolitan, Allstate, etc.)

Audio-visual:

Recorded tapes of calling for doctor or dentist appointment, for paramedics.
Interviews with medical specialists, pharmacist.
Free loan films.*

Speakers:

Cancer Society (on quackery, dangers of smoking, with slides).
Heart Association (on physical fitness; Cardiopulmonary Resuscitation class, with mannequins).
Red Cross first-aid class, Cardiopulmonary Resuscitation.
Alcoholism Council.
On drug abuse from drug rehabilitation group.
Nutritionist from local university's speaker's bureau.
Doctor, through County Medical Association.
Dentist and film, through American Dental Society.
Psychologist from county mental health clinic.
Health educator from county health care center.
Public health nurse to take blood pressure; mobile TB unit.
Paramedics, with life-saving equipment and techniques.

*See bibliography

Trips:

University medical center; hospital; county health center.
Hall of Health at state Museum of Science and Industry.
To local part for physical fitness experiences.

Subjects for discussion, dialogues, roleplaying, other activities:

Handling an emergency--first aid measures; telephoning paramedics, ambulance; going to emergency hospital, filling out forms.
Names of parts of the body, medicinal items.
Names, causes, symptoms, prevention of ailments and diseases.
Finding a doctor; names of medical specialities.
Finding a dentist; names of dental specialties.
Reporting symptoms to the doctor and following doctor's directions.
Calling the doctor to make an appointment.
At the doctor, dentist, or optometrist's office, clinic.
At the hospital, as a patient, as a visitor.
Understanding hospital and doctor bills, abbreviations.
At the pharmacy; prescription, non-prescription drugs.
Community medical and health agency services.
Safety measures; accident and injury prevention; home and occupational hazards.
Medicine and drug item labels; drug overdose; poisons; antidotes.
Special health needs of infant, child, adolescent.
Physical fitness; preventative health care--good nutrition; rest; exercise; regular checkup; immunization; avoiding sick people, pollutants, electronic radiation.
Dangers of drugs, smoking, alcohol, obesity, fad diets, lack of exercise, junk food.
Cause, effects, and prevention of environment pollution.
Mental health: interpersonal coping skills; stress-reduction; depression; anxiety; finding psychological help.
Health insurance, financial aid for health care, Medical, Medicare.
Personal hygiene: dental care; good grooming.
Venereal disease.
Medical fraud, quackery, malpractice.
Family planning: birth control; pregnancy; pre-natal care; giving birth; infant care.
Controversial topics in medicine: euthanasia, Laetrile, acupuncture, acupressure, hypnosis, meditation, vitamin therapy, etc.

RECREATION

Real-life materials/transparencies:

TV and movie guide pages.
Recreation and parks department; YMCA/YWCA schedule of activities.
Calendar section of newspaper for events and places of interest.
Maps--classroom sets* or portions reproduced of recreation areas.
Sets of checkers, backgammon, Scrabble, etc.
Admission tickets to theater, sporting events, etc.
Airline schedules.
Party invitations.
Travel magazines, travel section of newspaper.

*See bibliography

Brochures of places of interest (teacher or student collected, or from City Convention and Visitors Bureau).
Local recreation guide (as from Junior League of Los Angeles.)

Audio-visual:

Recorded tape of movie theater schedule recording or conversation with cashier, asking for schedule.
Tape of conversation buying tickets for theater, sporting event, etc.
Tape of recording road conditions from Highway Patrol.
Sports films from publicity office of major league baseball and football teams.
Filmstrips, slides on loan from education department of art or natural history museum.
Films on ecology (KNBC).
Free loan films on travel, recreation, sports.*

Speakers:

Director of local recreation center with slides of activities offered.
Sierra Club or Audubon Society on ecology, the environment, with films, slides.
Sports, entertainment figures, sometimes available through TV station community relations office or contacted personally.

Other at-school activities:

Hobby Show (display of student and staff art work, crafts, collections).
Holiday parties with international food, entertainment provided by students, staff.
Free musical, dance, or drama performances arranged by local high school/college music or drama departments; or by Philharmonic Docents; or municipal arts department; or local repertory company.

Trips:

Tour of music center with rehearsal of orchestra.
Hollywood Bowl performance rehearsal.
Museums of art, natural history, science and industry. (Arrange for docent tours, if possible.)
Places of historical, special interest.
Zoo, arboretum, botanical gardens, airport, harbor, etc.
TV studio tour; TV show taping; radio station tour; recording company tour.
Theater, concert performance. (Free or reduced price tickets are sometimes available.)
Planetarium show.
Nature hike; sports; games at local park; family picnic in park.

Subjects for discussion, dialogues, roleplaying, other activities:

Vacations, trips: past, future, dream.
Modes of travel, transportation; reading maps, understanding recreation symbols, reading signs.

*See bibliography

Making hotel and flight reservations: travel agents.
Calculating cost of trip; obtaining passports, visas, innoculations.
Asking directions to places of interest.
Attendance at museums, historical and cultural attractions, local places of interest and amusement.
Buying tickets for movies, sporting events, concerts, theater, ballet, opera, etc.
The movie, television, and recording industries.
Use of local parks, beaches, mountains, desert; hiking, bicycling, picnics, drives, camping; appreciation of local geography.
Protection of the environment.
Spectator sports; Olympics.
Participation in individual and team sports.
Board games, card games, word games, etc.
Hobbies; collections; developing artistic, musical interests; talents.
Attendance at classes, lectures in self-improvement (skills, academic subjects, arts.)
Home improvement activities; gardening.
Use of television, radio, magazines, newspapers, books.
Entertaining friends and family: parties, dinners.
Attendance at dances, discos, parties, dinners; customs.
Sending invitations; writing than-you notes.
Use of leisure time for philanthropic pursuits.

CHECKLIST of some oral and written classroom strategies (cognitive, affective, psychomotor) which can be used for presentation, reinforcement, and/or evaluation of Life Situations objectives:

Vocabulary activities:

Matching: opposites; synonyms; from word to abbreviation, to definition; from situation to feeling, agency, specialists; from symptom to illness; from item to store found in, to use; from idiom to standard meaning; etc.
Fill-ins (words, letters); multiple choice; close procedure (with or without choices given.)
Which word doesn't belong? (Of common categories.)
Which word is similar? (To the first in a list of four.)
Opposite or similar? (Comparing two words.)
"Categories"--fill in words of category (across) on blank grid by designated first letters (down).
List all the things you can name in the picture.
Word Bingo; Password; crossword puzzles; word tic-tac-toe.
Who am I?; Twenty questions; Hangman.
Chain drills (I went to the market/ on a trip and I bought/saw.....with add-ons in a chain.)
How many words can you make from this long word (or name)?
Flash cards; with picture attached; or Language Master cards with picture attached to word.

Grammatical structure/Information activities:

Scrambled sentences; complete these sentences; cut up sentences.
Given three words, make a sentence (then change to negative, question--or

transform gender, tense, to plural.)
Given description of situation: What would you do?
What's wrong? (Correct spelling, punctuation, capitalization, grammar, etc.) If on board, correct together with colored chalk.
Multiple choice: Which is the best answer? Which is the only correct answer? (With others' grammar or information incorrect.)
With verb given, write sentences in various tenses asked for.
Match first parts of sentences to correct last parts.
Given a sentence or a story (by teacher or student), make up as many information questions as possible.
Given a sentence (by teacher or student) change one word, necessitating a transformation.
Put out-of-order sentences in correct order to make a story that makes sense; out-of-order steps in directions, recipe in the right order.
Write a letter to a newspaper.
"Dear Abby" letter, student writes answer.
"Ask him...," "Tell him...," "What did he say?"
Interview in pairs, using teacher or student-prepared questions; report back to class what you learned.
Free or controlled conversation on a topic; in pairs, small groups, with peer corrections.
Controlled composition.
"What did you learn about...?" "What do you think about...?" "What do/did you feel about...?" after a trip, speaker, film, discussion, etc.
Interview class member about an experience, his country, etc.
"Values Clarification*" activities.
Collect advertising slogans; match to product name.
From taped interview, movie recording, newscast, commercial, etc., listen for recall of short segments, then longer segments, orally, then written, then dictation.
Go out into the community with an assignment (a set-up situation, an interview, a survey), report back to class the results.

Using pictures (Magazine or commercial, or transparency of cartoon):

Choose most appropriate caption (given choices) or write own.
Choose most appropriate description (given choices).
"What happened just before?" "What's happening now?" "What's going to happen next?" "What would you do?" "How does it make you feel?", etc.
Which descriptions match which pictures?
Role-play situations pictured; write dialogue of what they're saying; write a story about pictured situation.
"What do you like about...not like...?"

Dialogues (Teacher prepared, student suggested, class developed; generally 4 to 8 lines, using appropriate structure.)

Teacher-prepared dialogue on board: Fill in missing (appropriate) words; change underlined words; complete lines.

*See bibliography

With "A" lines given, fill in appropriate "B" responses; with "B" responses given, fill in "A's" lines.
From description of a situation (from student or teacher or from a picture) students make up appropriate dialogue (independently, in small groups, or whole class).
Listening to recorded tape of dialogue (teacher-prepared; actual conversation; radio-TV commercial) students attempt to dictate what they heard to student who writes it on the board.
Tape students' production of dialogue.
Open-ended dialogue to be completed independently, in pairs, or through class discussion.
From display of three or four items, write a dialogue (or story) incorporating them.
Starting with complete dialogue, teacher erases one word at a time, then sentences, until dialogue is memorized, then student gives a dictation.
Use hand puppets to model dialogue.
Follow-up with roleplaying of extension of dialogue.

SOME RECOMMENDED RESOURCES

Carver, Tina Kasloff and Sandra Fotinos, A Conversation Book, English in Everyday Life, Books 1 and 2, Prentice-Hall, North Essex, Englewood Cliffs, N.J. 07632, 1977.

A Curriculum Guide for Adult Survival Skills in Community Resources and Consumer Education, College of Education, University of Nevada, Las Vegas.

Dobson, Julia and Frank Sedwick, Conversation in English: Points of Departure, American Book Co., N.Y., 1975.

Era Project Cope, Providence Adult, Education, 396 Smith St., Providence, R.I. 02908. (Beginning and Intermediate ESL units.)

etc....A Reading Supplement for English Language Learners. (A twice-monthly tabloid on all Life Situations topics,) etc. press, 1518 Katie Northeast, Albuquerque, N.M. 87110.

Follett Coping Skills Series, Follett Publishing Co., Chicago, IL.

Goltry, M., Forms in Your Future, Globe Book Co., 175 Fifth Ave., New York, N.Y. 10010.

Gotsick, Moore, Cotner, Flanery, American Library Assn. Information for Everyday Survival: What You Need and Where to Get It, American Library Association, Order Dept., 50 E. Huron St., Chicago, IL 60611.

Grolier Education Corp., c/o Jim Jeffries, 9382 Somerset, Alta Loma, CA 91701, Ways to Shop Series; Ways to Handle Money Series.

Hall, Eugene, How Government Works, The Signs of Life, The Food We Eat, Institute of Modern Languages, Regents Publishing Co., 2 Park Ave., New York, N.Y. 10016.

Harris, Jimmy G. and Ron Hube, On Speaking Terms: Conversational English for Advanced Students, Collier Macmillan Int., Inc., N.Y.

Houghton-Mifflin Co., 110 Tremont St., Boston, Mass. 02107. Justice in America Series.

Los Angeles Asian Project. (Now sold as English as a Second Language, Vol. 1-7, Modulearn, Inc., San Juan Capistrano, CA 92675.)

New Readers Press, Laubach Literacy International, Box 131, Syracuse, N.Y. 13210 or California Literacy, 317 W. Main St., Alhambra, CA 91801, Be Informed Series (20 units on consumer ed, health, employment, community services, government, family): Career Education (four books), Your Personal Business Series(Telephone and Telegraph), Practice in Survival Reading Series, and books and booklets on health, family life, drivers education. News For You, weekly 4-page newspaper on two reading levels, half news, half on Life Situations topics.

Olsen, Judy E. Winn-Bell, Communication-Starters and Other Activities for the ESL Classroom, The Alemany Press, P.O. Box 5265, San Francisco, CA 94101.

Pifer, George and Nancy Whistler Mutoh, Points of View, Newbury House Publishers, Inc., Rowley, Mass., 1977.

Shaw, Marilyn B. and Mary Roark, Everyday, Everywhere Materials as Teaching Resources in Adult Basic Education, Virginia Polytechnic Institute and State University, Blacksburg, VA 24060, 1977.

Simon, Sidney B., Leland W. Howe, and Howard Kirschenbaum, Values Clarification, Handbook of Practical Strategies for Teachers and Students, Hart Publishing Co., N.Y. 10003.

Steck-Vaughn Co., 807 Brazos, Austin, TX 78767, Family Development Series (on consumer ed, family life, citizenship, health.)

Survival Guide and Practical Guide for Teaching Survival English, Latin American Family Education Program, Inc., 640 Jefferson St., Gary, IN 46402.

Wilson, Robert and Marcia Barnes, Survival Learning Materials: Suggestions for Developing, Strine Publishing Co., P.O. Box 149, York, PA 17405, 1974.

PICTURE SETS

Developmental Learning Materials, 7440 Natchez Ave., Niles, IL 60649. (Sets on careers, recreation, family.)

Durrell, Thomas J., Discussion Pictures for Beginning Social Studies, Harper and Row, Keystone Industrial Park, Scranton, PA 18512.

Instructo kits ("Home and Family," "People at Work," etc.) The Instructo Corp., Subsidiary of McGraw Hill, Paoli, PA 19301.

Scott, Foresman and Company, "English Around the World" Display Cards (Foods, kitchen items, occupations, transportation.)

LOW COST MATERIALS

Channing L. Bete, Inc., Box 112, Greenfield, MA 01301, on consumer education and government.

The Compleat California Consumer Catalogue, Dept. of Consumer Affairs Publications, P.O. Box 20191, Sacramento, CA 95820.

Scholastic Book Service, 50 W. 44th St., New York, NY 10036. "Dollar Sense," Aids for Better Buymanship (various titles.)

U.S. Government Printing Office, Superintendent of Documents, Box 1821, Washington, D.C. 20402; pamphlets, booklets on all subjects. (Arrange for free monthly catalogue of approximately 150 popular government publications to be sent to you.)

FREE MATERIALS
(Also see those listed under each topic)

Chamber of Commerce, local, for maps of local area with community services designated.

Chevron Travel Service, P.O. Box 5381, Comfort, TX 78013 (for classroom set of maps.)

Consumer Information (catalogue), Consumer Information Center, Public Documents Distribution Center, Pueblo, Colo., 81009.

Consumer Product Information, Washington, D.C. 20407 (free and low cost guides).

Employment Development Department, California State, 800 Capital Mall, Sacramento, CA 95814, Unemployment is a Social Problem, multimedia kit.

Federal Trade Commission, 6th and Pennsylvania Ave., N.W., Washington, D.C. 20580, (illustrated brochures on consumer education; "Consumer Alert," free bi-monthly publication.)

Good Reading Rack, 230 W. 41st St., New York, N.Y. 10036, pamphlets on consumer education, health.

Institute of Life Insurance, 277 Park Ave., New York, N.Y. 10017, "The Family Money Manager," "Money in Your Life."

Libby, McNeill and Libby, Dept. F, 20 S. Michigan Ave., Chicago, IL 60604, pamphlets on consumer education.

National Dairy Council, Rosemont, IL 60018, pamphlets, poster on good nutrition, food groups.

J. C. Penny Educational Materials, for free loan (or purchase) from selected local J.C. Penny stores. Multi-media teaching kits on consumer education, human development and family life, career education, management and housing, nutrition.

U.S. Dept. of HEW, Food and Drug Administration, 5600 Fishers Lane, Rockville, MD 20852, publications on food, drugs, cosmetics, etc. National Institute of Health, Bethesda, MD 20014; Office of Child Development, Box 1182, Washington, D.C. 20013.

FREE LOAN FILMS

Association Films, Inc., 7838 San Fernando Rd., Sun Valley, CA 91352.

Modern Talking Picture Service, Inc., 1145 N. McCadden Pl., Los Angeles, CA 90038.

Your local school district film library, your local library, and various agencies listed under the topics.

SPEAKERS

In addition to those listed under the topics, local colleges and universities will provide speakers on all topics through Speakers' Bureaus.